

UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF OKLAHOMA

FILED

AUG 21 2017

IN RE: ELECTRONIC FILING) G.O. 17-1
POLICIES & PROCEDURES MANUAL)

CARMELITA REEDER SHINN, CLERK
U.S. DIST. COURT, WESTERN DIST. OKLA.
BY AS, DEPUTY

ORDER

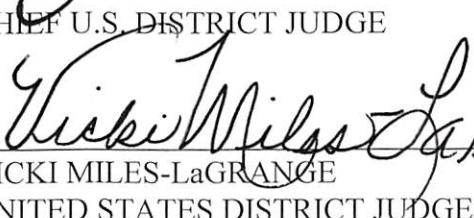
The [Court's Electronic Filing Policies & Procedures Manual](#) has been amended. The changes are: (1) removing the subtitle "Policies and Procedures for Filing by Electronic Means Civil and Criminal Cases" (the title, "Electronic Filing Policies & Procedures Manual" is clear); (2) updating the reference to Fed. R. Crim. P. 49(e) in the introduction; (3) updating section (I)(B)(2) to reflect the Clerk's Office accepts registration forms via e-mail and section (I)(C)(5) that the Clerk's Office e-mails user log-in and password information; (4) clarifying that courtesy copies should have the CM/ECF header at the top of each page (section (II)(A)(5)); (5) updating the period to dispute authenticity of a signature to a 7-day increment (section (II)(C)(4)); (6) removing Judge Leonard's proposed orders e-mail address (section (II)(G)(2)); and (7) updating references from WordPerfect to Word (section (II)(G)(2) and (3)). Attached to this order is a [copy of the updated Manual](#).

This Order supersedes General Order 15-4 filed November 30, 2015

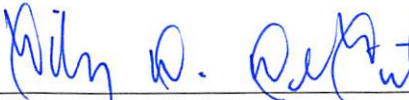
IT IS SO ORDERED this 21st day of August, 2017.



JOE HEATON
CHIEF U.S. DISTRICT JUDGE



VICKI MILES-LAGRANGE
UNITED STATES DISTRICT JUDGE



TIMOTHY D. DeGIUSTI
UNITED STATES DISTRICT JUDGE